



# CITY OF West Linn

## HISTORIC REVIEW BOARD

Minutes of October 20, 2015

Members present: Chair Adam Petersen, James Manning, Jim Mattis, and Christine Lewis  
Members absent: Vice Chair Jon McLoughlin, Chris Sherland, and Samantha Higbee  
Others: Darren Wyss, Associate Planner  
Megan Thornton, Assistant City Attorney  
KELP Enterprise, Applicant and Property Owner

### **BUSINESS MEETING**

#### **CALL TO ORDER**

Chair Petersen called the meeting to order at 7:04 p.m. in the Bolton Room of City Hall, 22500 Salamo Road, West Linn, Oregon.

#### **Public Hearing – DR-15-05**

The Board approved the minutes for June 15. The motion passed 4-0.

Chair Petersen read the protocol for the public hearing and then opened the hearing for DR-15-05. Ms. Thornton read the legal matters statement, including the burden of proof, criteria and appeal rights. No conflicts of interest or ex parte contact was reported by HRB members and no one in the audience challenged. Mr. Petersen called for the staff report.

Mr. Wyss presented the staff report and outlined the proposal before the HRB. Mr. Wyss provided a staff recommendation for 1724 4<sup>th</sup> Avenue. The applicant provided the additional materials that were requested at the last meeting.

Mr. Wyss submitted written comments from Mr. McLoughlin into the record. Mr. McLoughlin's comments were the plans looked great and he recommended approval. Staff recommended approval with four conditions.

The property owners provided the applicant's presentation. The co-owner/husband talked about the carport, the driveway, first floor layout of existing structure, proposed layout, second floor layout of existing structure, and proposed second floor layout, windows on the turret, and the garage door. The owner says he wants the board to approve the one-story plan for now.

Chair Petersen said that there was no other public testimony.

Chair Petersen closed the public hearing.

Ms. Thornton says that the HRB can approve based on three separate motions or an all-encompassing motion.

Mr. Manning made a motion to approve based on staff recommendations the house and the turret. Ms. Lewis seconded the motion. The motion passed 4-0.

Mr. Mattis made a motion to approve the rear addition subject to the site plans. Chair Petersen seconded the motion. The motion passes 4-0.

Mr. Manning made a motion to approve the one-story plan as the primary approval and follow-up with the two-story plan as the secondary approval. Mr. Mattis seconded the motion. The motion passes 4-0.

Ms. Thornton clarified that the HRB is approving DR-15-05 subject to staff's recommended conditions of approval. Garage option 1 is the first story garage and garage option 2 is the second-story garage that will require a minor amendment.

Mr. Mattis made a motion to approve as expressed by the assistant city attorney. Ms. Lewis seconded the motion. The motion passes 4-0.

Ms. Thornton reported how the applicant can appeal the decision.

#### **BUSINESS FROM THE HISTORIC REVIEW BOARD**

Mr. Mattis suggested that the HRB draft a letter recommending support to protect the old city hall as a historical landmark. The letter would be sent to the City's task force looking at surplus properties as well as City Council. Ms. Lewis said that she has a family member on the Historical Society board in order to avoid any bias claims. Mr. Manning made a motion to approve sending a letter. Chair Petersen seconded the motion. The motion passes 4-0.

#### **REPORT FROM STAFF**

Mr. Wyss sent out the postcard for the grant funding. The applications are due November 6. Proposals will be brought to the Board on November 17. \$12,000 is available, and it is a matching grant. If the board does not approve all \$12,000, Mr. Wyss will send out postcards again in late winter. He has not received any applications so far, but he has received three inquiries.

There is \$1,000 left for training for the Board. The Oregon Annual Heritage Conference is an option for training in Spring 2016. The funds must be spent by August 31.


Mr. McLoughlin, Mr. Petersen, and Mr. Sherland have terms expiring. Mr. Wyss stated he will have conversations with each individually about applying for another term on the Board.

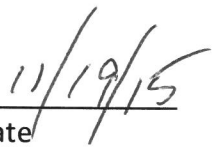
The Board discussed promoting the task force on vacant land. They agreed that that board members and not staff should promote the task force.

A new HRB chair will be elected in January.

**ADJOURNMENT**

There being no other business, Chair Petersen adjourned the meeting at 8:30 p.m.

  
\_\_\_\_\_  
Jon McLoughlin

  
\_\_\_\_\_  
Date